

## IMPROPER TEACHER CERTIFICATION REPORT VOCI 17

### Policy Citations

**A.R.S. § 15-782.C** requires that the local governing board shall employ trained instructors with qualifications fixed by the state board of education. On September 25, 2000 the State Board of Education extended the requirement that Career and Technical Education certification is a state grant funding requirement.

**A.R.S. § 15-391.3.(b)** requires Joint Technological Education District (JTED) instructors to be certified to teach Career and Technical Education by the State Board of Education or by postsecondary educational instructors as a requirement for reporting average daily membership (ADM).

Only Career Preparation courses that are part of an approved program and taught by appropriately certified teacher will generate state funding for 11<sup>th</sup> and 12<sup>th</sup> graders. The correct certifications, endorsements, and approvals necessary for each program and course are listed in the Coherent Sequence and Certification section of this handbook. Students can also attend CTE courses at a local community college. The community college teacher must also be appropriately certified.

The purpose of this report (VOCI 17) is to alert each district to the non-certification status of the teacher for the specific CTE program. **This report is disseminated to districts along with the 40th and 100th day Verification reports so that all certifications are in place for program areas before the end of February each school year.**

Reasons for non-certification include:

- Invalid teacher certification number
- Certification type, approval and/or endorsement is invalid for the CTE program

The report (VOCI 17) will also indicate the **required** certification types, approvals and endorsements. The correct certifications, endorsements, and approvals necessary for each program and course are listed in the Coherent Sequence and Certification section of this handbook. **Only Career Preparation courses that are part of an approved program and taught by appropriately certified teacher will generate state funding for 11<sup>th</sup> and 12<sup>th</sup> graders.** Due to the need for accurate and timely reporting, CTE funding will be interrupted when a district fails to meet the reporting deadline. Funding resumes when the problem has been corrected. If the problem is not corrected, funding does not resume.

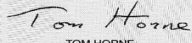
COUNTY:	ARIZONA DEPARTMENT OF EDUCATION	VOCI 17
TYPE:	CAREER AND TECHNICAL EDUCATION	REPORT DATE: 03/16/XX
DISTRICT:		REPORT PAGE: 1
SCHOOL:	IMPROPER TEACHER CERTIFICATION	SCHOOL PAGE: 1
	SECONDARY 100TH DAY - 200X-200X	

TEACHER NUMBER	TEACHER NAME	P E R M	T R M	CRSE CODE	CRSE CODE TITLE	CERTIFICATION	ENDORSEMENT	APPROVAL
*****	CLOW	PE 3 1		52020020	Basic Bus Mgmt/Admin Srv	SEC	LEN	
*****	CLOW	PE 4 1		52020020	Basic Bus Mgmt/Admin Srv	SEC	LEN	
*****	CLOW	PE 7 1		52020020	Basic Bus Mgmt/Admin Srv	SEC	LEN	
*****	CLOW	PE 3 2		52020020	Basic Bus Mgmt/Admin Srv	SEC	LEN	
*****	CLOW	PE 4 2		52020020	Basic Bus Mgmt/Admin Srv	SEC	LEN	
*****	CLOW	PE 7 2		52020020	Basic Bus Mgmt/Admin Srv	SEC	LEN	
*** TEACHER LACKS REQUIREMENTS *** CRSE CODE REQUIREMENTS-BVT OR SVT								AND BUS OR VDE OR VME
								PVB OR SVB OR PVM OR SVM PVBM OR SVBM PCTBM OR SCTBM
*****	BELL	WR 5 1		48050075	Welding Tech-Intern	SSC SVT		ITT VTT
*** TEACHER LACKS REQUIREMENTS *** CRSE CODE REQUIREMENTS-BVT OR SVT								AND CEN
								AND BUS OR VDE OR VME OR VHO OR AGR OR VCS OR VHE OR VRO
								PVBM OR SVBM OR PVB OR SVB OR PFM OR SVM OR PCTBM OR SCTBM AND CEN PVI OR SVI OR PCTI OR SCTI AND CEN PVG OR SVH OR PCTHC OR SCTHC AND CEN PVA OR SVA OR PCTA OR SCTA AND CEN PVF OR SVF OR PCTF OR SCTF AND CEN

## Sample Secondary Education Certificates

Teachers with the certificates listed below do **not** have the appropriate Career and Technical Education Certificate. These are examples of **secondary** provisional and standard certificates.

Arizona Department of Education <b>CERTIFICATE</b>				
Name <b>JOHN DOE</b>			Certificate Number <b>123456789</b>	
Certificate	Valid Date	Expiration Date	Approved Areas	Deficiencies
Provisional Secondary Education, 7-12	02/16/2005	02/16/2007	Business** Marketing**	
SAMPLE			**This certificate does not meet the requirements to teach Vocational/Career and Technical Education classes *Endorsement	
			 <b>TOM HORNE</b> State Superintendent of Public Instruction	
<div style="display: flex; justify-content: space-between;"> <div>ARIZONA DEPARTMENT OF EDUCATION 1535 West Jefferson Street * Phoenix, Arizona 85007</div> </div>				

Arizona Department of Education <b>CERTIFICATE</b>				
Name <b>JOHN DOE</b>			Certificate Number <b>123456789</b>	
Certificate	Valid Date	Expiration Date	Approved Areas	Deficiencies
Standard Secondary Education, 7-12	02/16/2005	09/19/2011	Business** Marketing**	
SAMPLE			**This certificate does not meet the requirements to teach Vocational/Career and Technical Education classes *Endorsement	
			 <b>TOM HORNE</b> State Superintendent of Public Instruction	
<div style="display: flex; justify-content: space-between;"> <div>ARIZONA DEPARTMENT OF EDUCATION 1535 West Jefferson Street * Phoenix, Arizona 85007</div> </div>				

## Sample Career and Technical Education Certificates

Either the Provisional or Standard Career and Technical Education Certificate are acceptable certificates to teach Business and Marketing programs.

Arizona Department of Education CERTIFICATE				
Name JOHN DOE		Certificate Number 123456789		
Certificate	Valid Date	Expiration Date	Approved Areas	Deficiencies
Provisional Career and Technical Education Business and Marketing	02/16/2005	02/16/2007		
*Endorsement			TOM HORNE State Superintendent of Public Instruction	
ARIZONA DEPARTMENT OF EDUCATION 1535 West Jefferson Street * Phoenix, Arizona 85007				

Arizona Department of Education CERTIFICATE				
Name JOHN DOE		Certificate Number 123456789		
Certificate	Valid Date	Expiration Date	Approved Areas	Deficiencies
Standard Career and Technical Education Business and Marketing	02/16/2005	09/19/2011		
*Endorsement			TOM HORNE State Superintendent of Public Instruction	
ARIZONA DEPARTMENT OF EDUCATION 1535 West Jefferson Street * Phoenix, Arizona 85007				